

AGENDA OF THE UTAH RECORDS MANAGEMENT COMMITTEE

In Person and Remote Meeting

Via Google Meet

<https://meet.google.com/qrz-puve-sqw>

Monday, July 26, 2021

11:30 am

The public is invited to attend this meeting at our anchor location: Taylorsville State Office Building, Bonneville Room, 4315 S. 2700 W., Floor 3, Taylorsville, UT 84129.

Description/Agenda:

Business

Approval of June 28, 2021, meeting minutes

Retention Schedule Review and Approval

- Licensure records for active facilities (SSRS 28958)
 - Submitted by Renee Wilson
- Internet service provider disclosures (SSRS 30126)
 - Submitted by Matt Pierce
- (POSTPONED) Statewide Online Education Program enrollment records (SSRS 30116)
 - Submitted by Avalon Snell

Other Business

Next meeting scheduled

Committee members' attendance polled for next meeting, quorum verification

Notice of Special Accommodations:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Rebekkah Shaw at the Utah Division of Archives and Records Service, at recordsmanagement@utah.gov or 801-531-3851, at least two (2) days prior to the meeting.

Notice of Electronic or telephone participation:

One or more members of the Records Management Committee may participate electronically via Google Hangouts pursuant to Utah Code 52-4-207(2). Please direct any questions or comments to: Rebekkah Shaw, Executive Secretary, at recordsmanagement@utah.gov or 801-531-3851.